CROWN ZELLERBACH CORPORATION
CAMAS, WASHINGTON

Management REPORT

September 23, 1954 No. 88

WE WERE SADDENED by the news yesterday of the passing of H. E. (Eddie) Burnett. He had over 25 years of service with the Camas mill, 17 of which as a member of the Personnel department. There will be recitation of the rosary at the Camas Funeral Home Sunday evening at 7:30, with funeral services Monday morning at 9:30 at St. Thomas Catholic church.

* * * * * * * * * * *

RAINFALL during the week totalled .28 in., making 32.47 in. so far this year. For the same period last year, rainfall amounted to 39.63 in. The river level yesterday was 7.3 ft., a year ago, 5.7 ft. A low of 49° was registered on the thermometer at the filter plant Tuesday morning, and the week's high, 81°, was on Monday.

* * * * * * * * * * *

PAPER MACHINES - WRAP, passed their 100th accident-free day last Saturday. We noted last week that the MASONS had 3300 safe working days to their credit. While they are a very small crew, only three regular members, Harlan Muncey, foreman, J. C. Barnes, and Emery Sharp, they are a vital part of the Maintenance department. They handle all the cement, brick, and tile work about the mill. During peak periods, they draw from the labor crew for extra help.

MORE QUESTIONS

How many paper machines do you have?

We have 14 paper machines which produce more than 1000 grades of paper and types of paper products used in the United States and many other countries.

How many kinds of paper do you make?

PAPER PRODUCTION FOR THE WEEK was very good with 5,258 tons produced. The daily average was 768 tons. Three machines achieved averages greater than 95%: No. 5 with 95.7%; No. 6, 96.0%; and No. 8, 97.1%. SULFITE MILL: Produced 2,250 tons. KRAFT BLEACH PLANT: 1,778 tons. KRAFT MILL: 2,206 tons. BAG FACTORY: Produced 27,650 bales; shipped 28,806 bales. CONVERTING PLANT: Produced 27,108 cases; shipped 31,597 cases. NAPKIN DEPT: Produced 8,639 cases; shipped 11,060 cases. WAX LUNCH ROLL: Produced 2,888 cases; shipped 3,252 cases.

* * * * * * * * * * *

THE CLOCKROOM has called our attention to the fact that there are some employees who make it a practice to make personal calls from various departmental phones. We would like to remind all employees that the plant phones are for business use only except in case of emergency. When you make personal calls, you tie up the very limited night facilities to the point where it might not be possible to send fire and other emergency calls. We need your voluntary cooperation on this problem.

* * * * * * * * * * *

You Are Invited to Obtain Extra Copies of this Report from Your Supervisor to Share with Your Family and Friends.

SINCE WE'VE BEEN MENTIONING VISITORS FREQUENTLY, it has come to our attention that there may be some employees who are not familiar with the procedures that have been set up to take care of guests. As you know, on week days (Monday through Friday) any employee may take friends through the mill on his off hours as long as he conforms to the general visitor rules. Visits should be avoided on Saturday and Sunday. Cards bearing the necessary rules are available at the Clockroom and the visitors' registration table in the office entrance lobby. This is the way these cards read:

RULES FOR GUIDES

SAFETY OF OUR GUESTS IS OUR PRIME CONCERN

1. Introduce yourself to visitors.
2. Suggest a 5-minute rest period and inform guests of the location of the rest room prior to starting tour.
3. Inform guests to stay close to guide during entire tour. Remind them to:
   A. Keep away from moving machinery.
   B. Be alert for power trucks.
   C. Observe traffic lanes.
   D. Observe all signs, permanent or temporary, posted warnings.
4. Do not use elevators.
5. If a break should occur while passing a machine, stop your guests and have them stand as far back as possible, moving on after the break has been repaired.
6. Explain that photographic equipment cannot be taken on tour.
7. Explain that guests are not allowed to handle materials or finished products. Therefore, it is obvious that samples cannot be removed from the plant. (Observance of this rule will prevent embarrassment of guides and watchmen).

IN CASE OF EMERGENCY,
CALL 2131 (clock room) OR 3751 (safety dep't)

DO NOT DEVIATE FROM ESTABLISHED TOUR
WITHOUT PERMISSION FROM SAFETY DEPT.

THE TOUR

1. Wood Mill. (Follow Arrows).
2. From Office to bleach plant main floor and up through wet room. Leave wet room by ramp at west end of the department and proceed to beater room.
3. Through beater room on main walkway to No. 14 machine. From No. 14 machine back into beater room and through machine room between No. 6 and No. 7. (or as a desirable alternative, between No. 4 and No. 5 machines), and into No. 1 finishing room.
4. As you leave No. 1 finishing room to proceed through tunnel to bag factory, be sure and have guests stay close to the wall for safety's sake. Proceed through tunnel, up stairway and into bag factory, via first door left of tunnel aisle, then east through center of bag factory and out main bag factory entrance. Advance eastward past main office and re-enter mill at main entrance of converting plant.
5. Take guests down the stairs past the converting plant machine room, and up the stairway to wet end of No. 15 paper machine. Continue to dry end of machine and over to No. 2 finishing room proceeding around Knapp's office, then east by main aisle, back to the entrance to converting plant machine room. Proceed down main aisle of converting plant and out via the south door.

Enter the napkin and waxing plant by using the door intended for pedestrian travel. Inside the door and to the right is a marked place. Be sure to use this area and not attempt to get any closer to the operation. Use main aisle to the south